

TO: Chairs of:

Finance Committee
Acton Public School Committee
Acton-Boxborough Regional School Committee
Planning Board
Conservation Commission
Board of Health
Historical Commission
Historic District Commission
Acton Community Housing Corporation
Council on Aging
Zoning Board of Appeals
Board of Assessors
Economic Development Committee
EDIC
Open Space Committee
Recreation Commission
Transportation Advisory Committee
Cemetery Commissioners
Memorial Library Trustees
West Acton Citizens' Library Trustees

FR: Peter Ashton, Chair
Board of Selectmen

DT: June 27, 2005

RE: State of the Town Preparation

Given the success of last year's State of the Town meeting, the Board of Selectmen have decided to hold a second State of the Town meeting in mid-October 2005. As we begin to prepare for that meeting, the Selectmen are seeking information and input from town boards and committees regarding the topic [or topics] that they would like to see discussed at that meeting. We would also request that you give us a brief discussion of the reasoning for choosing such topic[s] including how it ties into the issues, challenges and objectives your board faces in the coming year. Last year our focus was on financial issues as well as affordable housing in Acton and a report from the Life After NESWC committee. We expect some discussion of financial issues again this year, but are also seeking to discuss two or possibly three other issues that are of importance and concern to Acton's citizens. While we cannot guarantee that your choice of topic[s] will make it on the agenda, we will be looking for some broad consensus on the selection of topics and your input is encouraged.

The Selectmen understand that you are all busy, and we do not want to burden you unnecessarily. We would appreciate receiving your response by mid-August as we hope to set the agenda by our meeting at the end of August. If we have questions, we shall contact the chairperson directly for additional information.

If you have questions, please feel free to call me anytime at (978) 369-0550 or Don Johnson at (978) 264-9612. Many thanks in advance for your help. I hope you all have an enjoyable summer.

Cc: Town Moderator
Board of Selectmen